







## REGISTRATION INSTRUCTIONS

**ALL REQUESTS FOR REGISTRATION TRANSACTIONS REQUIRE A COMPLETED APPLICATION ALONG WITH OTHER APPLICABLE DOCUMENTATION AS FOLLOWS. FAILURE TO SUPPLY ALL INFORMATION INCLUDING SIGNATURE OF OWNER WILL RESULT IN DELAYED PROCESSING OF YOUR APPLICATION.**

For titling requirement see title instructions at [wlf.la.gov/boating/registration](http://wlf.la.gov/boating/registration)

### New Application - Required for any boat that has never been registered in Louisiana.

Proof of ownership - a copy of **invoice from dealer AND original manufacturer's statement of origin**. Proof of state and local taxes paid must be evident on the invoice, or application must be accompanied by a completed **original** Tax Certification Form (R-1331).

**Boats from out-of-state:** If boat was purchased from an individual who previously registered/titled the boat in another state, the applicant must submit the title and registration along with a notarized bill of sale. If the boat was acquired from a dealer in another state, previously titled or registered, invoice from dealer, or a notarized bill of sale along with the title and registration is required. **Application for first time registration in Louisiana coming from outside of Louisiana may be required to submit a completed tax certification form (R1331).** Call for clarification.

**INSPECTION REQUIREMENTS:** Boats without a Hull Identification Number (HIN) or an incorrect HIN that are applying for first time registration must go through **INSPECTION**. Completed **application forms for registration, title, and notarized inspection affidavit** must be submitted. Original receipts for materials indicating taxes paid must be provided at the time of inspection.

**All boats, new or used, must submit documentation that demonstrates the chain of ownership to the applicant.**

**All Coast Guard documented boats used recreationally in Louisiana waters must be registered. Application must be accompanied by a completed tax certification form (R1331) and a copy of the Coast Guard documentation in the applicant's name.**

### Transfer

A current Louisiana registration number must be on all applications for transfer of ownership. In addition to the application, a original **NOTARIZED** bill of sale that includes registrations number, hull identification number, make and model year of the boat and is signed by the seller and purchaser must be submitted. If the boat is titled, the title must be surrendered along with the application to transfer and a new title application submitted.

Boats acquired through a broker or dealer must be accompanied by a tax certification form (R1331).

**Duplicate Certificate** - Current registration number must be on the application.

### Duplicate Decals with Certificate

Applications must provide current registration number and an original **NOTARIZED** affidavit stating why decal replacement is being requested. If the decals are damaged, they must be returned with the application. Affidavit is available at [wlf.louisiana.gov/boating/registration/](http://wlf.louisiana.gov/boating/registration/).

### Renewal

Applications must provide the current registration number. May be renewed via internet at [www.la.wildlifelicense.com](http://www.la.wildlifelicense.com) or by calling 1-888-765-2602. A handling fee will be charged.

## GENERAL INFORMATION

**Change of ownership, address, loss or destruction of certificate number, and destruction or abandonment of boat** – owner must report within 15 days of the occurrence.

**Stolen Boat** - The owner of a registered boat **shall** report its theft to the Department of Wildlife and Fisheries within five (5) days of discovering the theft. Boat theft reporting form is available on-line at [wlf.louisiana.gov/boating/registration/](http://wlf.louisiana.gov/boating/registration/). You must report the vessel stolen to local authorities before filling out the theft report form.

**Boating crash incident** - The operator of a boat involved in a collision, accident, crash, or other casualty involving a recreational boat and resulting in death or injury to a person, or property damage in excess of \$500 must give notice of the incident immediately, to the Department, the nearest law enforcement agency, or to state police; **AND shall within 5 days of the incident**, deliver a "Operator Boating Incident Report" to: Department of Wildlife and Fisheries, Attn: Boating Accidents, P. O. Box 98000, Baton Rouge, Louisiana 70898. To obtain forms for reporting a boating accident, contact the nearest Wildlife & Fisheries office or at [wlf.louisiana.gov/boating/boatingaccident/](http://wlf.louisiana.gov/boating/boatingaccident/).

**FOR INFORMATION ON BOATING SAFETY CLASSES VISIT [wlf.louisiana.gov/boating/courses](http://wlf.louisiana.gov/boating/courses).**

**It is a violation of Federal and State law to knowingly possess any vessel or motor from which the Hull Identification or Serial Number has been removed or altered.**

**RETAIN THIS COPY UNTIL ORIGINAL CERTIFICATE AND DECALS ARE RECEIVED**

**IF NOT RECEIVED WITHIN 30 DAYS, PLEASE CONTACT OUR OFFICE AT 225-765-2898**